

Job Announcement

Part-Time “Fill-in” Magistrate/Judicial Commissioner for Davidson County General Sessions Night Court

Work Schedule

There are 5 “Full-Time” Judicial Commissioners who rotate working eight-hour shifts 7 days a week, 365 days a year. Their work shifts are 7:00 a.m. to 3:00 p.m., 3:00 p.m. to 11:00 p.m., and 11:00 p.m. to 7:00 a.m. In addition, there are 5 “Power Shift” Judicial Commissioners who rotate working five-hour shifts 7 days a week, 365 days a year. Their work shifts are 11:00 a.m. to 4:00 p.m., 4:00 p.m. to 9:00 p.m., and 9:00 p.m. to 2:00 a.m. Full Time Judicial Commissioners serve a three-year term of office from September 1 through August 31. Power Shift Judicial Commissioners and Part-Time, Fill-In Judicial Commissioners serve a one-year term of office from September 1 through August 31. All Judicial Commissioners must be reappointed by the GSCT judges at the end of their term.

General Sessions Court also maintains a roster of available Part-Time “Fill-In” Judicial Commissioners who will be called upon to work either a full shift or part of a shift whenever a Full-Time or Power Shift Magistrate is absent and cannot work when scheduled. Fill-In Judicial Commissioners are paid by the hour. There are no set hours. There is no guaranteed number of hours during any one-year term of office; however, all Fill-In Commissioners are required to work a minimum of 25 hours each year. Absent extraordinary circumstances, Fill-In Commissioners are expected to be available and willing to work when called upon even on short notice.

Principal Duties

Conduct probable cause hearings and issue criminal warrants and set bail bonds.

Conduct video hearings involving arrestees holding in the Downtown Detention Center, the Police Domestic Violence Unit, or the Sheriff’s Mobile Booking Unit. Video hearings may also be conducted through the Metro Office of Family Safety to accommodate victims of domestic violence.

Conduct probable cause hearings with psychiatric facilities for emergency mental health committals.

Process petitions for orders of protection and issue temporary ex parte orders of protection.

Issue property seizure warrants upon probable cause being established.

Issue search warrants during non-regular business hours or sometimes during regular business hours if a General Sessions Judge is not available upon request of the Metro Police Department.

Minimum Qualifications

Must have the same qualifications as a Davidson County General Sessions Judge which is the following: must be 30 years old, have a law degree, licensed to practice law in Tennessee for not less than 5 years, a Tennessee resident for 5 years and a current Davidson County resident.

Must maintain the physical stamina and mental capabilities such as thinking, perceiving and remembering to perform the duties required.

Must abide by and be in good standing with ethical standards and the disciplinary rules in the Rules of Professional Conduct pursuant to Rule 8 of the Tennessee Supreme Court Rules.

Personal computer skills are necessary to operate Metro's Criminal Justice Information System (CJIS) and Davidson County's E-Filing System.

Recognize and understand that the Tennessee Rules of Judicial Conduct apply when serving in this judicial capacity.

Pre-Employment Requirements

Must successfully complete training program (up to 30 hours) that includes training in CJIS, ARMS (Arrest System), E-Flex (E-Filing System), probable cause, pre-trial/bail setting, judicial ethics, domestic violence, orders of protection, search warrants, forfeiture warrants, mental health committals, and other areas.

After classroom training, there will be shadowing assignments for all 3 full-time shifts in an observing role for 2 hours each shift and assuming primary duty for 2 hours during different shifts with oversight from an on-duty commissioner.

Complete training program and shadowing could take up to 6 - 8 weeks.

Candidates will be required to sign a Release and Authorization form which would authorize the Tennessee Board of Professional Responsibility to release disciplinary records to Metro General Sessions Court for their review

Compensation: \$74.28 per hour or base rate of full-time Judicial Magistrate position

**Interested Qualified Applicants should send resume to
General Sessions Court Administrator Kyle Sowell**

Email address: kylesowell@jnsnashville.gov

Mailing address: 408 Second Avenue, North
Suite 1140
P. O. Box 196300
Nashville, TN 37219-6300

**Resume Submittal Deadline
Friday, February 27, 2026**